Your Name

Your Address

City, State, ZIP

Email: youremail@example.com | Phone: XXX-XXX-XXXX | LinkedIn: https://linkedin.com/in/yourprofile

Date: MM/DD/YYYY

Hiring Manager’s Name

Company Name

Company Address

City, State, ZIP

Dear [Hiring Manager’s Name],

I am excited to apply for the [Position Title] role at [Company Name]. With more than [X years] of experience leading technical teams and driving large-scale technology initiatives, I specialize in aligning engineering strategy with business growth while fostering innovation and operational excellence.

In my role as [Your Current/Most Recent Role] at [Company Name], I led [specific example: a global team of X engineers, architects, and data scientists] to design and deliver [major initiative: cloud migration, enterprise platform, AI-driven solution, cybersecurity overhaul, etc.], resulting in [quantifiable impact: reduced costs by X%, accelerated time-to-market by Y weeks, improved reliability to 99.99% uptime]. I have also built and mentored high-performing engineering organizations, establishing technical roadmaps, governance frameworks, and delivery pipelines that scale with business needs.

What excites me about [Company Name] is the opportunity to [connect your expertise to their current challenges—e.g., scaling digital platforms, advancing data strategy, adopting AI/ML, modernizing infrastructure]. My expertise spans [key areas: cloud architecture, enterprise systems, DevOps, cybersecurity, data engineering, product development lifecycle], and I am passionate about using technology as a strategic driver of growth.

I would welcome the chance to discuss how my experience in technical leadership, large-scale architecture, and cross-functional strategy can contribute to [Company Name]’s continued success and innovation.

Sincerely,

Your Full Name